



CITY OF SAINT PAUL

Mayor Christopher B. Coleman

300 City Hall Annex
25 West Fourth Street
Saint Paul, Minnesota 55102
www.stpaul.gov/parks

Telephone: 651-266-6400
Facsimile: 651-292-7405

Park and Demonstration Permit Process for RNC Convention Period

Frequently Asked Questions

Who needs to apply for a park permit?

Groups of 25 or more people who wish to gather in a City park for a public event.

Why do you need a park permit?

The City of Saint Paul wants to accommodate as many groups as possible during this convention period and provide for an enjoyable experience for all of our residents and guests. To ensure proper scheduling and planning, applicants are asked to estimate the number of people attending. Permits will not be issued for the exclusive use of these parks during this period of time.

How do I apply for a park reservation?

Reservation applications should be mailed or delivered in person (address listed below) by 2 p.m. on Monday, March 3, 2008, to be a part of the lottery process. All applications received after this time will be handled on a first-come, first-serve basis based on park availability.

Saint Paul Parks & Recreation

Karen Clark

1100 Hamline Avenue North

Saint Paul, MN 55108

What is the "lottery process" for accepting reservations for specified parks for the time period of August 30 to September 4?

- Applications for specific parks are due by 2 p.m. on March 3 to be considered for the lottery.
- The lottery will take place at 3 p.m. and is open to the public.
- The City's Media Services Department will be video-recording the lottery and copies of the lottery will be available as soon as reasonably possible.

Who do I contact with questions regarding Parks reservations?

For questions regarding parks reservations, contact Karen Clark at (651) 632-2407. Media inquiries should be directed to Brad Meyer at (651) 266-6377.

When will I find out if my application for a permit was approved?

The Saint Paul Parks Permit Office will notify people of the status of their reservation application in a timely manner by mail.



CAPRA Accreditation

AA-ADA-EEO Employer



National Gold Medal Award

What are the hours of the Parks Permit Office?

The Saint Paul Parks Permit Office is open 7 a.m. to 3 p.m. Monday through Friday.

What are the fees associated with a park reservation?

Fees vary by park location, the length of the event, and the number of people attending the event. There are also fees for various park services and amenities. For a complete list of the fees, go to 2008 Picnic Reservation Rates and Information on the city's Web site at www.stpaul.gov.

Who needs to apply for a demonstration permit?

Groups of 25 or more people who intend to hold a meeting, demonstration, picket line, rally or gathering for a common purpose in a place open to the general public.

Where can I find a demonstration permit application?

Permit applications can be obtained on the city's Web site at www.stpaul.gov or at the Saint Paul Police Community Services Office, located at 1169 Rice Street.

Where can I find the city code regarding demonstration permits?

The City's codes are posted on its Web site at www.stpaul.gov. Click on City Charter and Codes and reference Chapter 366A, which describes the procedures for applicants as well as the rules, regulations and fees associated with demonstration permits.

Is there a fee for applying for a demonstration permit?

There is a \$10 processing fee for this type of permit.

When and how can I apply for a demonstration permit?

The Saint Paul Police Community Services Office will accept permits beginning Monday, March 3. The office is open 8 a.m. to 4 p.m. Monday through Friday. Completed permits should be mailed or delivered to:

*Saint Paul Police Community Services
1169 Rice Street
Saint Paul, MN 55117*

Who should I call with questions regarding the process?

Contact Police Community Services at (651) 558-2350. Media inquiries should be directed to Tom Walsh at (651) 266-5588.